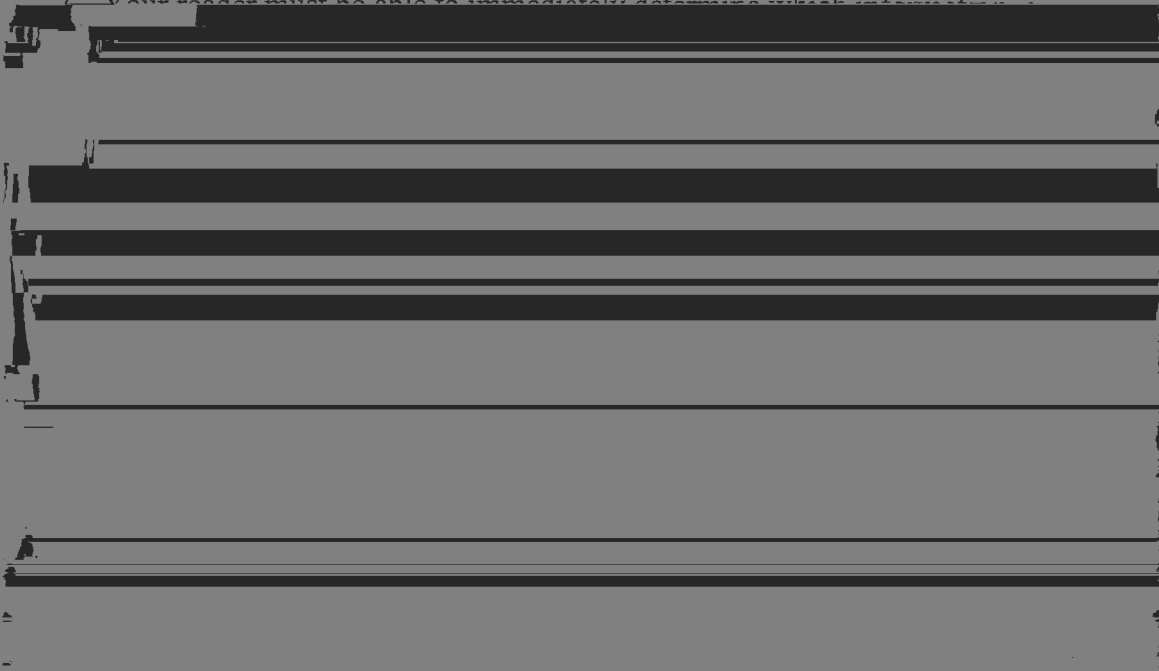


Preparing Notes and References, ASA Format  
DePauw University Writing Center

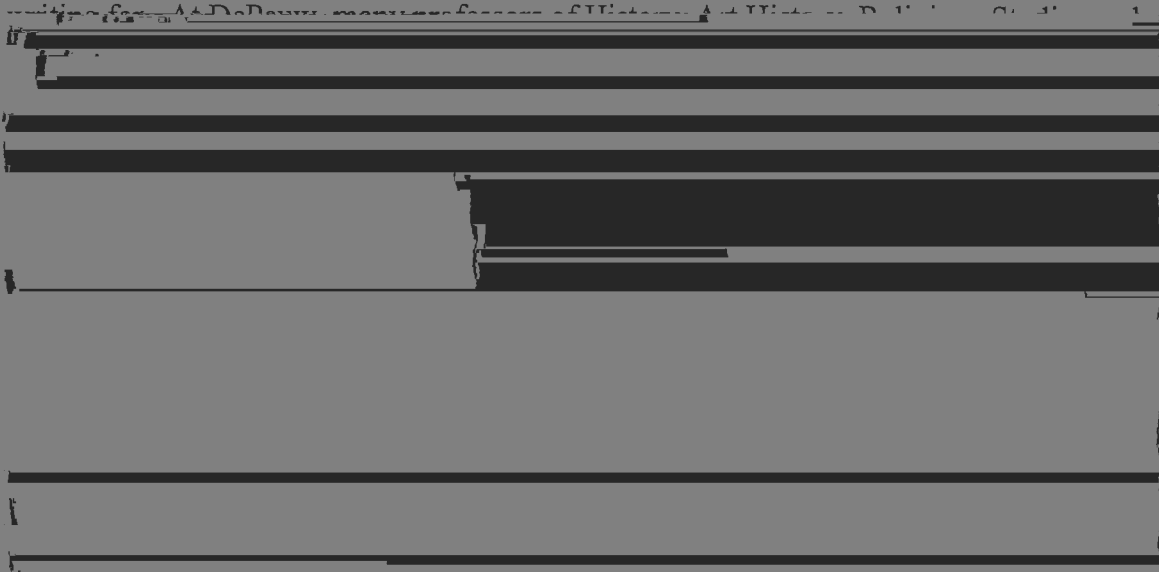
When writing a documented paper, keep in mind two basic principles when citing your source:

1. Your reader must be able to find the source from the information in your citation.
2. Your reader must be able to immediately determine which information is



borrowed from a source and which information is your own.

Forms for footnoting may vary depending upon the discipline or the department you are



In addition, if there are three authors, give all last names in the first citation in the text; afterwards use the first name and et al.; for more than three names, use the first author's last name and et al during all citations.

For example: (Smith, Garcia and Lee 1956: 15) (Smith et al. 1956: 17)

All references cited in the text must be listed in a reference list following the paper in a

separate section headed "References."

## References

A reference list following the ASA style is arranged alphabetically by author's last name.

## Sample References

### Books (One Author)

De Anda, Roberto M. 1995. *Chicanas and Chicanos in Contemporary Society*. Boston, MA: Allyn and Bacon.

### Books (Two Authors)

Herrera-Sobek, María and Helena María Viramontes. 1995. *Chicana (W)rites: On Words and Film*. Berkeley, CA: Third Woman Press.

**Journal Article (Two or More Authors)**

Exum, William H., Robert J. Menges, Bari Watkins, and Patricia Berglund. 1984.

"Making it at the Top: Women and Minority Faculty in the Academic Labor Market." *American Behavioral Scientist* 27:301-324.

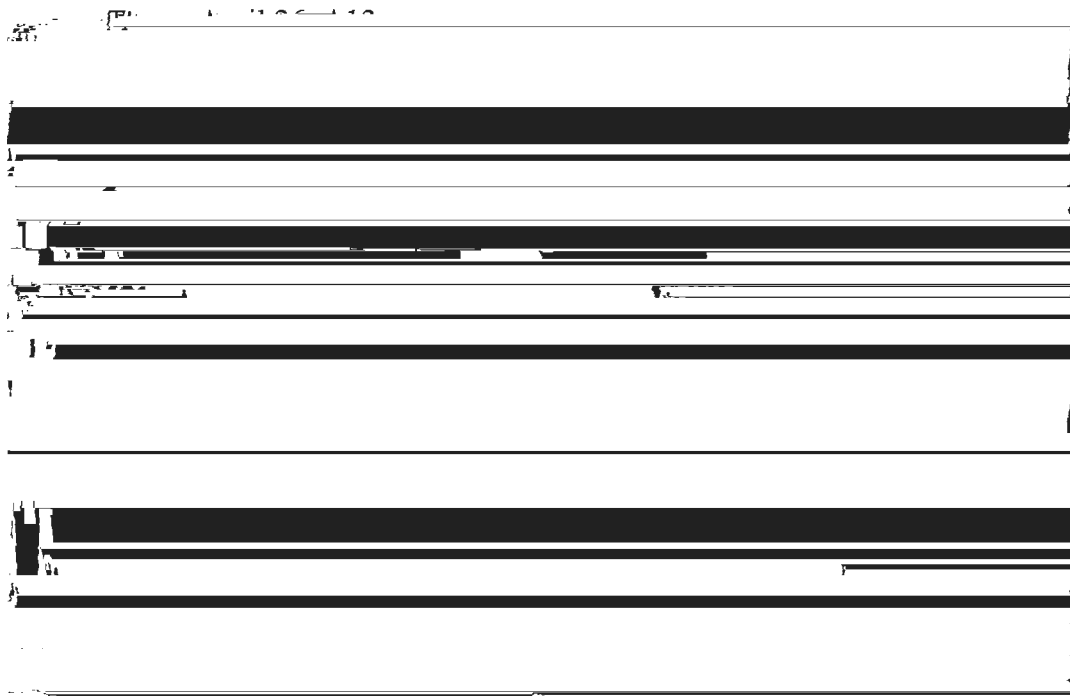
**Magazine**

Jana, Reena. 2000. "Preventing Culture Clashes - As the IT Workforce Grows

More Diverse, Managers Must Improve Awareness Without Creating Inconsistency." *InfoWorld*, April 24, pp. 95.

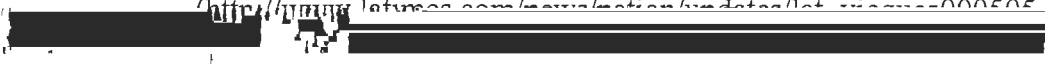
**Newspaper**

Rimland, Bernard. 2000. "Do Children's Shots Invite Autism?" *Los Angeles*



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